IRB Application

Fall 2012

Complete the IRB Application found on the GWU website:

1. Be certain your research title starts with words like the following:

a. An analysis of...

b. The impact of...

c. How can schools...

d. The effects of...

You do not want to "improve" anything because you are a researcher and you will not know the results of your questions until you complete your research.

2. Be certain you are specific as possible about the number of subjects in the study. We would like to know how many students/subjects you are using and how they will be selected. Many of you are not conducting research until the fall. If you cannot determine the number of participants, please say that the final number will be determined when school starts.\*

Selection is critical in research. The statement could sound like:

Fifteen students in the second grade classroom...

A group of twelve students who have not passed the EOG...

Fifty-one faculty members...

\*Once class assignments are made in the fall, all subjects from the sixth grade English/Language Arts will be selected...

3. Under research methodology, you are using action research. This statement will be the first sentence in this section. Then you will describe the activities you will conduct in the action research and label each one as qualitative or quantitative data collection. Some examples might be:

a. Lesson plans

b. Surveys

c. Published test from companies with permission from the company if your school system does not ordinarily use the test

d. Teacher developed tests that have been reviewed and approved by a group of peers

4. Describe the research procedure - List steps you will be taking and elaborate on each one. (Who,what,when where,why are good questions to ask here)

5. Protecting confidentiality is done by the informed consent permissions from the parent.

Other documents that must be attached to the IRB:

a. Informed consent letter

b. Evidence of CITI certification

c. Permission from your principal to conduct the action research in the school - an email or a letter must accompany application.

d. Larger school districts sometimes have an IRB Committee. If this is the case in your district, you will need to add this statement:

Pending approval from XYZ School District, John/Jane Smith has permission to conduct action research in Exemplary School. The title of the action research project is the *Impact of ABC Reading Program on Student Fluency and Comprehension.*

e. Permission from the published to use instruments that are not normally part of the school/district regular curriculum.

f. Copies of data collection tools (Ex. sample journal pages, surveys, reflection samples)